

Moretele Local Municipality

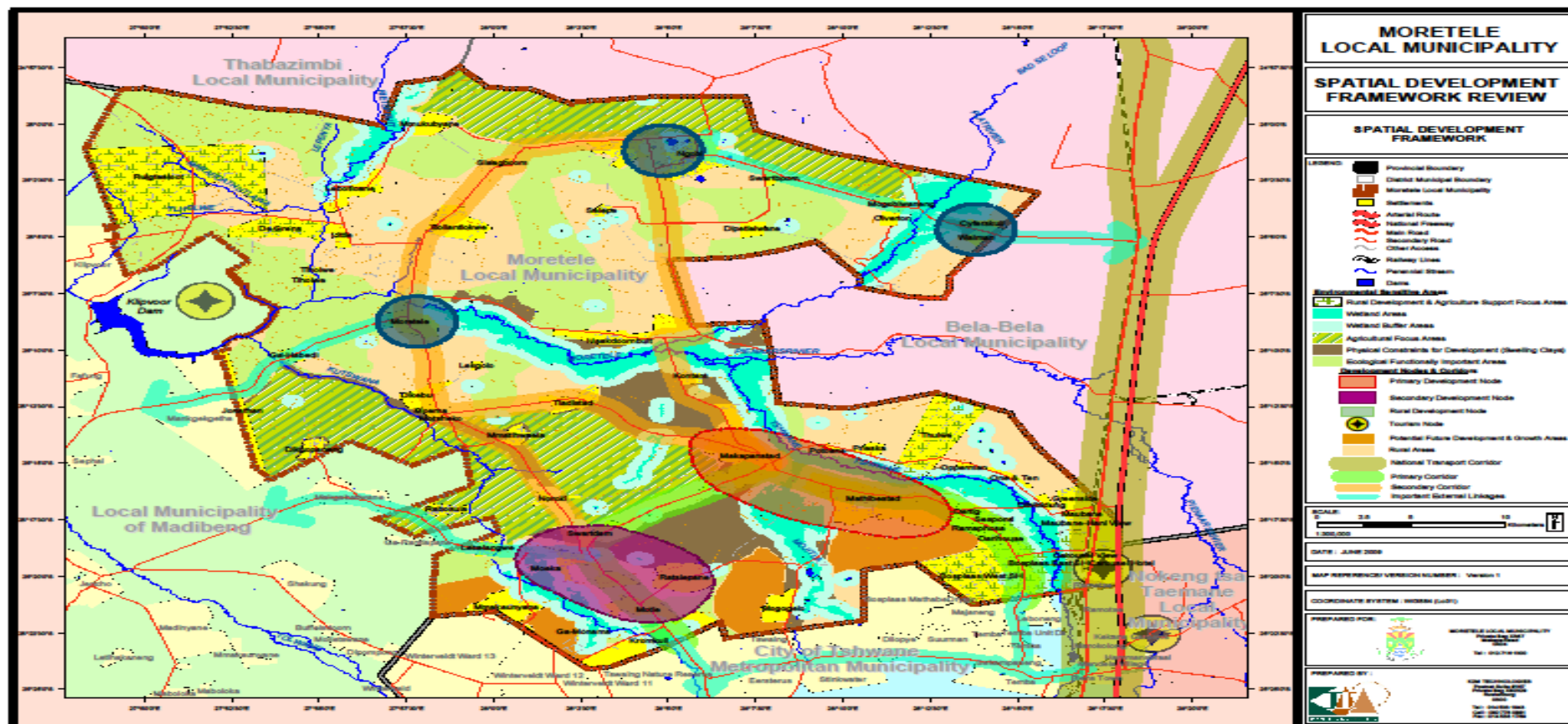
2010/2011

Service Delivery and Budget Implementation Plan (SDBIP)



Private Bag X 367
Makapanstad
0404
Tel: 012 716 1300
Fax: 012 716 9999





4065B Mathibestad
 Department of the Municipal Manager
 Enquiries and Comments: Mr T Makwela
 Tell: 012 716 1328
[Email:tmakwela@webmail.co.za](mailto:Email.tmakwela@webmail.co.za) / tloukgolo@gmail.com

Table of Contents

Section	Item	Description	Page
A	1	Foreword by the Mayor	4
	2	Overview by the Accounting Officer	5
B	3	Introduction	6
	4	Legislative framework	6
	5	Components of the SDBIP	7
	6	Municipal Vision, Development Objectives and Council and Admin Structure and Costs	8
	6.1	Vision	8
	6.2	Development Objectives	9
	6.3	Council and Admin Structure	11
	6.4	Vote Structure	15
C	7	The 2010/2011 Budget - Funding the IDP	15
	7.1	Funding the budget	15
	7.2	The Operating and Capital Budget	16
	7.3	The Total Operating Expenditure	17
	7.4	Capital Budget - Source of Funding	18
	7.5	Capital Budget by Service	19
	7.6	Departmental Allocations	20
D	8.	Monthly Projections	22
	8.1	Monthly Projections of Revenue to be Collected for Each Source	22
	8.2	Monthly Projections of Expenditure and Revenue for Each Vote	23
	8.3	Quarterly Projections of Service Delivery Targets and Indicators for Each Vote	29
E	9	Detailed Capital Budget Broken Down by ward	59
F	10	Reporting on the SDBIP Implementation	61
	10.1	Monthly Reporting	61
	10.2	Quarterly Reporting	61
	10.3	Mid Year Reporting	61
	10.4	Annual Reporting	62
	10.5	Performance contracting	63
G	11	Conclusion	63

Section A

1. Foreword By the Mayor

Looking back at the achievements we met so far fills us with a sense of pride and more determination to reach even greater heights. It once again gives us a profound sense of pride to comply with section 67 of the Municipal Finance Management Act in relation to the SDBIP, as a vital tool to provide the most vital link between plans, programs and actual performance. This SDBIP further aims at providing the most indispensable link between the Mayor, Executive Council and Administration and becomes a catalyst for holding management accountable for their performance.

This SDBIP seeks to serve as a tool for monitoring implementation and management that will assist the both the political and administrative management and the community. Through this SDBIP we will be able to ensure that appropriate information is circulated both internally and externally to ensure monitoring the execution of the budget, performance of senior managers and achievement of the strategic objectives set by council. It will be a useful tool to enable the accounting officer to monitor performance of senior managers on the one hand and the Mayor to monitor performance of the municipal manager and the community to monitor performance of the municipality.

The 2010/2011 SDBIP further seeks to strike consistency with performance agreements between the Mayor and the Municipal Manager and Senior Managers as determined at

Clr S A Kutumela
Hon Mayor

Approval Date: _____

the beginning of every financial year and approved by the Mayor. It is also consistent with outsourced service delivery agreements including the municipal entity, public private partnerships and service contracts. It is our intension to ensure implementation of this SDBIP with diligence, and to the latter without fear or favour and we shall dare not relent until the target set out in the budget and IDP are met.

The SDBIP is thus approved unconditionally and we look forward to achieving a lot more than we have.

2. Overview by the Accounting Officer

The 2010/2011 SDBIP has been prepared in accordance with section 67 of the Municipal Finance Management Act of 2003 and related circulars as a tool aimed at ensuring the realisation of the outcomes emanating from the implementation of the IDP and budget.

The final IDP and Budget for 2010/2011 has been used as a basis for compilation of this SDBIP.

The 2010/2011 SDBIP is herewith submitted in terms of Section 67 of the MFMA, Act 56 of 2003 and MFMA Guideline 13 of 2005 by the Accounting Officer as appended below

D M Mfoloe
Municipal Manager (Accounting Officer)

Date Submitted for Mayor's approval: _____

Section B

3. Introduction

The Service Delivery and Budget Implementation Plan (SDBIP) gives effect to the implementation and monitoring of IDP and the budget. It is an expression of the objectives of the Municipality in quantifiable outcomes that will be implemented by the municipality for the period ending 30 June 2011.

It includes the service delivery targets and performance indicators for each quarter which should be linked to the performance agreements of senior management.

The SDBIP facilitates oversight over financial and non-financial performance of the municipality

and promotes accountability at all levels, between administration and council and between council and communities including other key stakeholders.

4. Legislative Framework

The Municipal Finance Management Act (MFMA) of 2003 requires that municipalities prepare a Service Delivery and Budget Implementation Plan (SDBIP) as a strategic financial management tool to ensure that budgetary decisions that are adopted by municipalities for the financial year are aligned with their Integrated Development Plan.

Section 1 of the Municipal Finance Management Act (MFMA) No. 56 of 2003 defines the "service delivery and budget implementation plan" as the detailed plan approved by the mayor of the municipality in terms of Section 53 (1) (c) (ii) for implementing the municipality's delivery of municipal services and its annual budget and which must include the following:-

- a) Projections of each month of-
 - (i) revenue to be collected, by source; and
 - (ii) operational and capital expenditure, by vote;

b) Service delivery targets and performance indicators for each quarter; and

c) Any other matters that may be prescribed, and includes any revisions of such plan by the mayor in terms of section 54(1)(c).

In terms of Section 53 (i)(c)(ii) of the MFMA, the SDBIP must be approved by the Mayor of a municipality within 28 days of the approval of the budget

5. Components of the Service Delivery and Budget Implementation Plan (SDBIP)

- ✚ Monthly Projections of Revenue to be Collected for each Source
- ✚ Monthly Projections of Expenditure and Revenue for each Vote
- ✚ Quarterly projections of Service Delivery Targets and Performance Indicators for each Vote
- ✚ Detailed Capital Budget Broken Down by Ward over 3 Years

Component	Description
Monthly Projections of Revenue to be Collected for each Source	<ul style="list-style-type: none">• The Municipality has to institute measures to achieve its monthly revenue targets for each source.• These measures will enable the Municipality to assess its cash flow on a monthly basis with a view to undertaking contingency plans should there be a cash flow shortage or other challenges and positives.
Monthly Projections of Expenditure and Revenue for each Vote	<ul style="list-style-type: none">• The monthly projection of revenue and expenditure per vote relate to the cash paid and reconciles with the cash flow statement adopted with the budget.• The focus under this component is a monthly projection per vote in addition to projections by source.
Quarterly Projections of Service Delivery Targets and Performance Indicators for each Vote	<ul style="list-style-type: none">• This component of the SDBIP requires non-financial measurable performance objectives in the form of service delivery targets and other indicators of performance.• The focus is on outputs rather than inputs.• Service delivery targets relate to the level and standard of service being provided to the community and include the addressing of backlogs in basic services
Detailed Capital Budget Broken Down by Ward over Three Year	<ul style="list-style-type: none">• Information detailing infrastructural projects per ward containing project description and anticipated capital costs over the three year period

6. Municipal Vision and Development Objectives and Council and Administrative Structure and Costs

6.1 Vision

Vision

- A Progressive Moretele for the Growth and Benefit of All

Mission

- To equitably provide quality municipal services to all our communities in a sustainable, efficient and cost effective manner to improve the quality of our people's lives

Values

- Service to stakeholders
- Excellence
- Transparency
- Responsiveness
- Value for diversity
- Value for partnerships
- Ethical standards

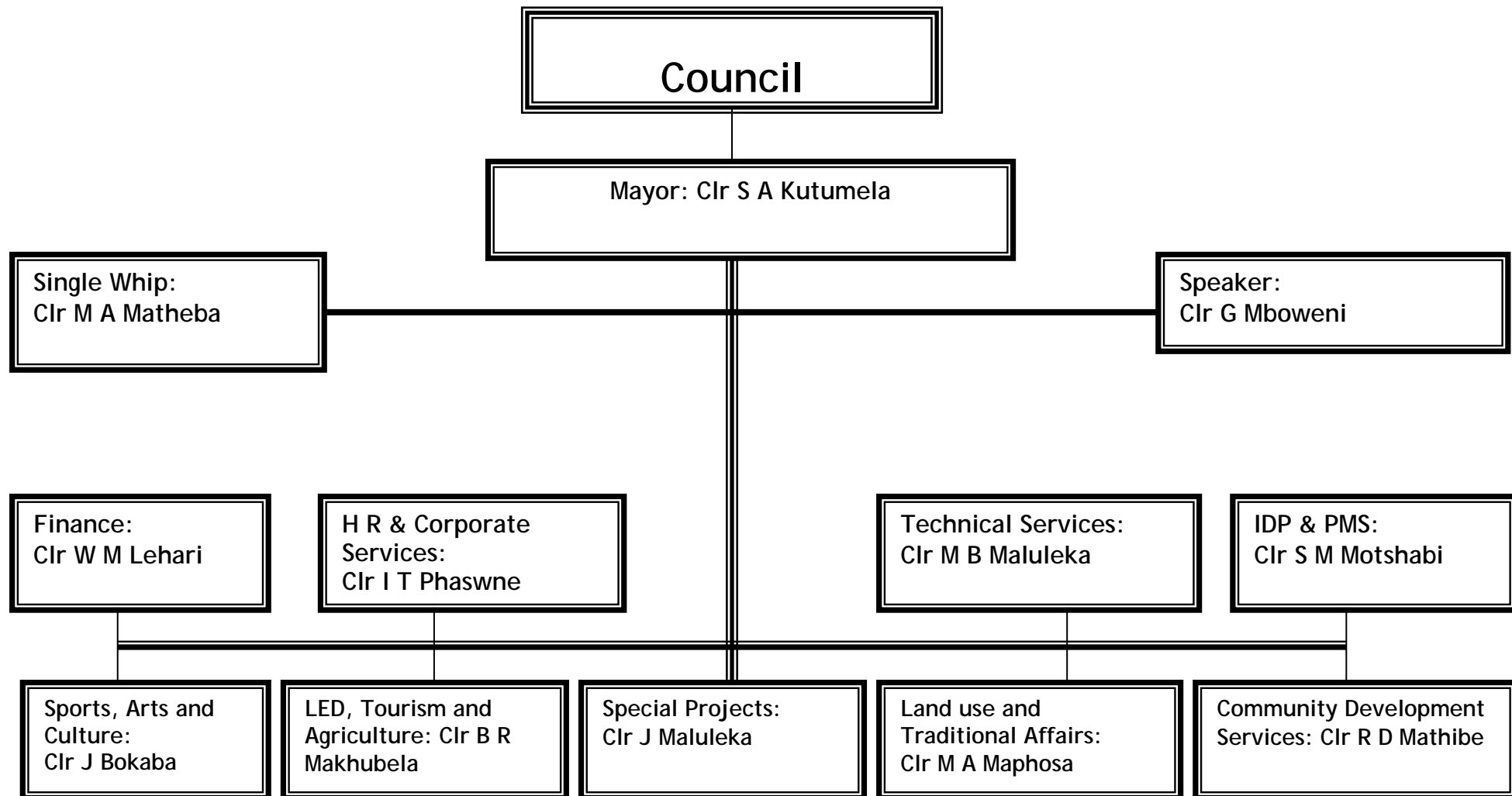


6.2 Development Objectives

Strategic objective	Key Performance indicator	
Ensuring access and providing quality basic services and infrastructure	<ul style="list-style-type: none"> • Provide basic services • Provide waste removal • Provide roads and storm water management • Provide Municipal Planning 	<ul style="list-style-type: none"> • Provide Street Lighting • Maintain Capital Infrastructure • Enhance customer efficiency
Promoting and enhancing local economic development, job creation and growth	<ul style="list-style-type: none"> • Facilitate local economic development • Promote agriculture and tourism 	<ul style="list-style-type: none"> • Land Development and Tenure Upgrading • Promote job creation
Promoting and ensuring financial viability and management	<ul style="list-style-type: none"> • Increase revenue • Expand tax base • Prudent financial management and viability 	<ul style="list-style-type: none"> • Invest in infrastructure • Attain clean audit • Promote anti-corruption
Promoting Institutional development and Transformation	<ul style="list-style-type: none"> • Develop human capacity • Promote higher performance culture • Achieve employment equity • Provide policy planning and development 	<ul style="list-style-type: none"> • Achieve positive employee climate • Improve communication • Improve IT efficiency
Promoting and ensuring community development and safety, poverty eradication and women and youth development	<ul style="list-style-type: none"> • Provide community development facilities • Promote Sports, Arts and Culture • Fight poverty • Promote public transport and safety 	<ul style="list-style-type: none"> • Maintain and upgrade cemeteries • provide municipal parks and recreation • Develop and empower local communities • Provide disaster and emergency services
Promoting Participatory Democracy and good governance	<ul style="list-style-type: none"> • Promote stakeholder participation and consultation • Promote and enhance effective participation and support to ward committees 	<ul style="list-style-type: none"> • Build partnerships for acceleration of service delivery • Promote Batho Pele • Promote good governance

6.3 Council and Administration - Functioning and Structure

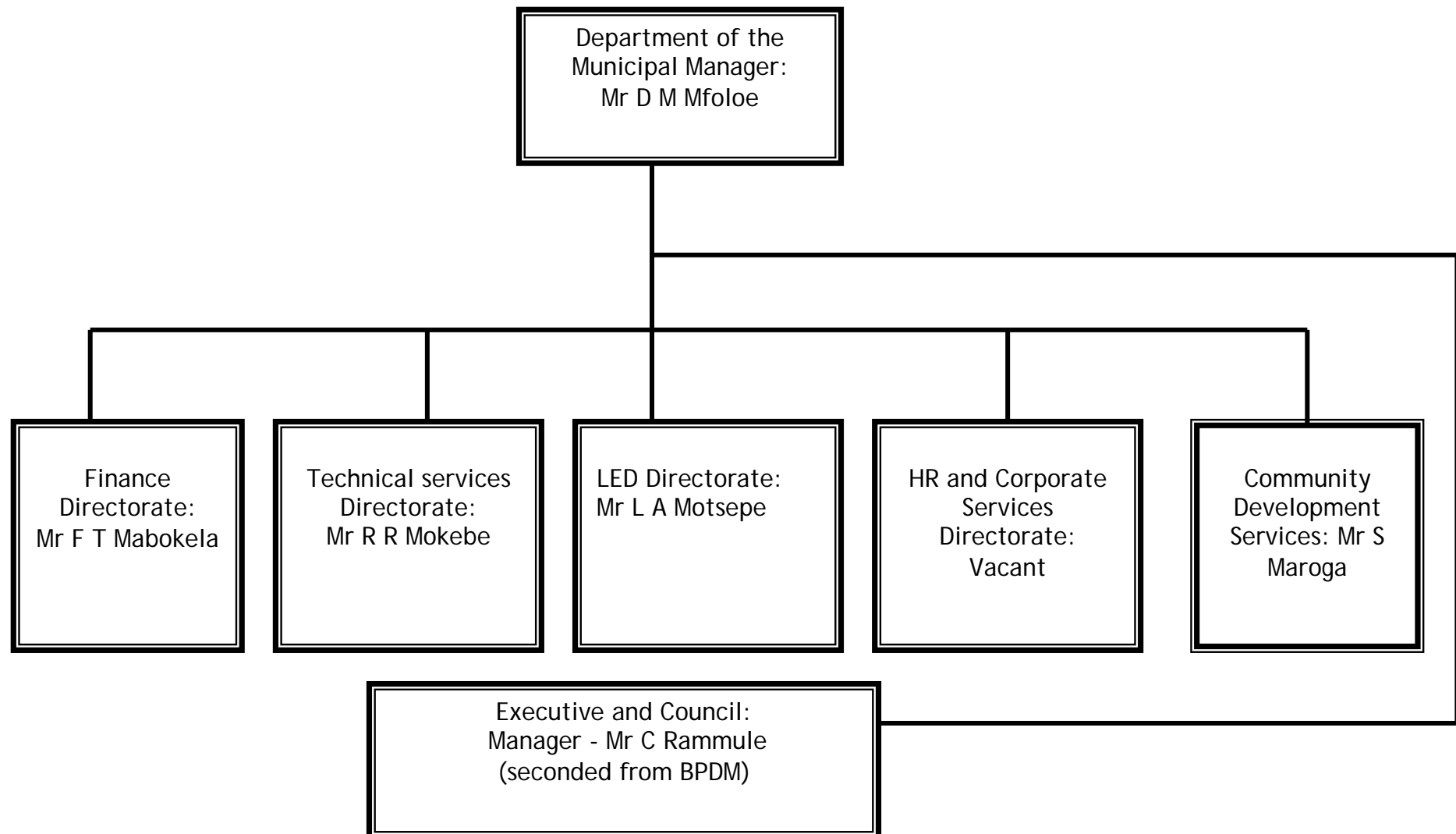
6.3 1 Political Structure



6.3.1.1 Salary Costs

Type	Gender		Vacancies	Total Number	Cost ®	
	Males	Females				
Mayor		1	0	1		R12,129,671
Speaker		1	0	1		
Single Whip	1		0	1		
EXCO Councillors	6	3	0	9 (10 including the Mayor)		
Part Time Councillors	20	15	0	35		
Totals	27	20	0	47		

6.3.2 High Level Administrative Structure



6.3.2.1 Salary Costs Per Directorate

Category	Cost ®
Executive and Council (including LED Directorate)	42,131,164.00
Department of the Municipal Manager (Strategic Services)	
Technical Services Directorate	
Finance Directorate	
Community Development Services Directorate (Social Services)	
HR and Corporate Services	

6.4 Municipal Vote Structure

Core Administration Vote	Vote
Executive and Council	100
Department of the Municipal Manager	200
Technical Services Directorate	500
Finance Directorate	300
LED Directorate	100/120
Community Development Services Directorate	600
HR and Corporate Services	400

Section C

7. 2010/2011 Budget - Funding the Integrated Development Plan (IDP)

7.1 Funding the Budget

How is the 2010/2011 Budget Funded = R155,207,608

Property Rates 1205138

Other Income 3957650

Govt Grants & Subsidies
126737000

Service Charges 23302820

2010/2011 Operating Income and Capital Budget

Operating Income =
155207608

Capital Budget =
87500000

7.3 Total Operating Expenditure

2010/2011 Total Operating Expenditure

Total Salaries R42131164

Total General Expenses
R34442903

Water Bulk Purchase
R35621077

Waste Management
R7399000

Security Services
R2114000

Repairs & Maintenance R
6279771

Assets Depreciation
R7323997

7.4 Capital Budget - Sources of funding

2010/2011 Capital Budget

MIG R68000000

PIG R10000000

MLM R5000000

BPDM R4500000

7.5 Capital Budget by Service

Capital Budget by Service

Water 41900000

Sanitation 34200000

Roads 10400000

Housing (planning)
100000

7.6 Departmental Allocations

Total General Expenditure

Vote (Department)	Allocation	Total
Executive and Council (Including LED)	7,961,914	R34,442,903
Department of Municipal Manager (Strategic Services)	1,575,000	
Finance (Budget and Treasury)	5,157,910	
Human Resource and Administration	10,338,919	
Technical Services	7,153,360	
Community Development Services (Social services)	2,156,900	
Moretele Development Agency (MODA)	250,000	

General Expenditure by Vote

Executive & Council

R7961914

Dept. of Mun Manager

R1575000

Finance R5157910

HR & Admin R10338919

Technical Services

R7153360

Community Dev Services

R2156900

MODA R250000

Section D

8. Monthly Projections

8.1 Monthly Projections of Revenue to be Collected for Each Source

Description	Total Budget		Income											
	2009/10	2010/11	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Marc	Apr	May	June
Own income	1,285,937	28,465,608	830,167	830,167	830,167	2,639,799	2,639,799	2,639,799	3,016,769	3,016,769	3,016,769	3,001,801	3,001,801	3,001,801
Grants & subsidies	101,901,520	126,737,000	66,764,650	4,486,000	1,144,500	-	38,159,860	-	-	16,181,990	-	-	-	-
Totals	133,675,352	155,202,608	69,594,817	5,316,167	1,974,667	2,639,799	40,799,659	2,639,799	3,016,769	19,198,759	3,016,769	3,001,801	3,001,801	3,001,801

Total Income	1 st Quarter Income	2 nd Quarter	3 rd Quarter	4 th Quarter
R155,202,608	R76,885,751	R46,079,257	R25,213,297	R9,005,403

80000000
70000000
60000000
50000000
40000000
30000000
20000000
10000000
0

Quarter 1 Quarter 2 Quarter 3 Quarter 4

Quartely Income

8.2 Monthly Projections of Expenditure and Revenue for Each Vote

Description	Total Budget		Income											
	2009/10	2010/11	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Marc	Apr	May	June
Own income	1,285,367	28,465,608	830,167	830,167	830,167	2,639,799	2,639,799	2,639,799	3,016,769	3,016,769	3,016,769	3,001,801	3,001,801	3,001,801
Grants and subsidies	101,901,520	126,737,000	66,764,650	4,486,000	1,144,500	-	38,159,860	-	-	16,181,990	-	-	-	-
Salaries - Employees	28,025,789	-	2,605,667	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997
Salaries - Councillors	10,282,632	-	903,674	903,674	903,674	903,674	903,674	903,674	903,674	903,674	903,674	903,674	903,674	903,674
Total salaries	38,854,421	-	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671
General Expenses	8,817,142	31,101,003	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917
Special Projects	13,410,730	-	-	-	-	-	-	-	-	-	-	-	-	-
Total General Expenses	22,227,827	31,101,003	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917	2,590,917
Water bulk purchase	33,074,352	35,621,077	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423
Cleaning Services/ waste management	7,000,000	7,399,000	-	-	-	822,111	822,111	822,111	822,111	822,111	822,111	822,111	822,111	822,111
Security Services	2,000,000	3,000,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Repairs & maintenance	5,741,668	6,688,000	5573,333	5573,333	5573,333	5573,333	5573,333	5573,333	5573,333	5573,333	5573,333	5573,333	5573,333	5573,333
Depreciation of Assets	7,323,997	7,323,997	610,333	610,333	610,333	610,333	610,333	610,333	610,333	610,333	610,333	610,333	610,333	610,333
Total Exp	116,222,310	91,133,077	10,486,678	10,486,678	10,736,678	11,318,789	11,308,789	11,308,789	11,308,789	11,308,789	11,308,789	11,308,789	11,308,789	11,308,789

Executive and Council

Vote	Description	Total Budget	Income											
		2010/11	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Marc	Apr	May	June
100	General expenses	7,861,914	655,160	655,160	655,160	655,160	655,160	655,160	655,160	655,160	655,160	655,160	655,160	655,160
105		1,664,000	138,667	138,667	138,667	138,667	138,667	138,667	138,667	138,667	138,667	138,667	138,667	138,667
110		176,600	14,717	14,717	14,717	14,717	14,717	14,717	14,717	14,717	14,717	14,717	14,717	14,717
115		258,000	21,500	21,500	21,500	21,500	21,500	21,500	21,500	21,500	21,500	21,500	21,500	21,500
120		1,744,714	145,393	145,393	145,393	145,393	145,393	145,393	145,393	145,393	145,393	145,393	145,393	145,393
125		3,579,600	298,300	298,300	298,300	298,300	298,300	298,300	298,300	298,300	298,300	298,300	298,300	298,300
130		439,900	36,583	36,583	36,583	36,583	36,583	36,583	36,583	36,583	36,583	36,583	36,583	36,583

Department of the Municipal Manager

Vote	Description	Total Budget	Income											
		2010/11	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Marc	Apr	May	June
100	General Expenses	1,575,000	131,250	131,250	131,250	131,250	131,250	131,250	131,250	131,250	131,250	131,250	131,250	131,250
205		642,600	53,550	53,550	53,550	53,550	53,550	53,550	53,550	53,550	53,550	53,550	53,550	53,550
210		869,000	72,417	72,417	72,417	72,417	72,417	72,417	72,417	72,417	72,417	72,417	72,417	72,417
220		63,400	5,283	5,283	5,283	5,283	5,283	5,283	5,283	5,283	5,283	5,283	5,283	5,283

8.2.2 Directorate: Technical Services

Vote	Description	Total Budget	Income											
		2010/11	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Marc	Apr	May	June
500	General expenses	7,153,960	595,330	595,330	595,330	595,330	595,330	595,330	595,330	595,330	595,330	595,330	595,330	595,330
	Water bulk purchases	35,621,077	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423
	Cleaning services / waste mngt	7,399,000				822,111	822,111	822,111	822,111	822,111	822,111	822,111	822,111	822,111
	Repairs and maintenance	6,688,000	557,333	557,333	557,333	557,333	557,333	557,333	557,333	557,333	557,333	557,333	557,333	557,333
505	General expenses	110,000	9,167	9,167	9,167	9,167	9,167	9,167	9,167	9,167	9,167	9,167	9,167	9,167
	Repairs and maintenance	160,000	13,333	13,333	13,333	13,333	13,333	13,333	13,333	13,333	13,333	13,333	13,333	13,333
510	General expenses	1,098,000	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500
	Water bulk purchases	35,610,077	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423	2,968,423
	Repairs & maintenance	5,778,000	481,500	481,500	481,500	481,500	481,500	481,500	481,500	481,500	481,500	481,500	481,500	481,500
515	General expenses	27,600	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300
520	General expenses	7,399,000	-	-	-	822,111	822,111	822,111	822,111	822,111	822,111	822,111	822,111	822,111
		10,000				10,000								
525	General expenses	5,908,360	492,363	492,363	492,363	492,363	492,363	492,363	492,363	492,363	492,363	492,363	492,363	492,363
	Repairs & maintenance	750,000	62,500	62,500	62,500	62,500	62,500	62,500	62,500	62,500	62,500	62,500	62,500	62,500

8.2.3 Directorate: Human Resource and Corporate Services

Vote	Description	Total Budget	Income											
		2010/11	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Marc	Apr	May	June
400	General expenses	7,338,719	611,560	611,560	611,560	611,560	611,560	611,560	611,560	611,560	611,560	611,560	611,560	611,560
	Security services	3,000,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
405	General expenses	3,340,600	278,383	278,383	278,383	278,383	278,383	278,383	278,383	278,383	278,383	278,383	278,383	278,383
410		2,182,600	181,883	181,883	181,883	181,883	181,883	181,883	181,883	181,883	181,883	181,883	181,883	181,883
415		1,815,519	151,293	151,293	151,293	151,293	151,293	151,293	151,293	151,293	151,293	151,293	151,293	151,293

8.2.4 Directorate: Finance

Vote	Description	Total Budget	Income											
		2010/11	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Marc	Apr	May	June
300	Own income	28,465,608	830,167	830,167	830,167	2,639,799	2,639,799	2,639,799	3,061,769	3,061,769	3,061,769	3,001,801	3,001,801	3,001,801
	Grants & subsidies	126,737,000	66,764,650	4,486,000	1,144,500	-	38,159,860	-	-	16,181,990	-	-	-	-
	Total	155,202,608	67,594,817	5,316,167	1,947,667	2,639,799	40,799,659	2,639,799	3,016,769	19,198,759	3,016,769	3,001,801	3,001,801	3,001,801
	Salaries Employees	-	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997	2,605,997
	Salaries Councillors	-	903,674	903,674	903,674	903,674	903,674	903,674	903,674	903,674	903,674	903,674	903,674	903,674
	Total salaries	-	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671	3,509,671
	General expenses	5,155,910	429,659	429,659	679,659	429,659	429,659	429,659	429,659	429,659	429,659	429,659	429,659	429,659
	Total general expenses	5,155,950	429,659	429,659	679,659	429,659	429,659	429,659	429,659	429,659	429,659	429,659	429,659	429,659
	Depreciation on Assets	7,323,997	610,333	610,333	610,333	610,333	610,333	610,333	610,333	610,333	610,333	610,333	610,333	610,333
	Total exp	12,479,907	4,549,663	4,549,663	4,549,663	4,549,663	4,549,663	4,549,663	4,549,663	4,549,663	4,549,663	4,549,663	4,549,663	4,549,663
	Transfers to other reserves	16,006,639	917,220	5,917,220	917,220	917,220	917,220	917,220	917,220	917,220	917,220	917,220	917,220	917,220
	Transfers to capital replacement	5,000,000	-	5,000,000	-	-	-	-	-	-	-	-	-	-
	Transfers to bad debt	11,006,39	917,220	917,220	917,220	917,220	917,220	917,220	917,220	917,220	917,220	917,220	917,220	917,220

Vote	Description	Total Budget	Income											
		2010/11	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Marc	Apr	May	June
305	General expenses	1,623,700	135,308	135,308	135,308	135,308	135,308	135,308	135,308	135,308	135,308	135,308	135,308	135,308
	Transfers to other reserves	5,000,000		5,000,000										
	Transfers to Capital Replacement	5,000,000		5,000,000										

8.2.5 Directorate: Community Development Services

Vote	Description	Total Budget	Income											
		2010/11	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Marc	Apr	May	June
600	General expenses	5,015,500	167,958	167,958	167,958	167,958	167,958	167,958	167,958	167,958	167,958	167,958	167,958	167,958
605		717,000	59,750	59,750	59,750	59,750	59,750	59,750	59,750	59,750	59,750	59,750	59,750	59,750
610		116,500	9,708	9,708	9,708	9,708	9,708	9,708	9,708	9,708	9,708	9,708	9,708	9,708
615		540,400	45,033	45,033	45,033	45,033	45,033	45,033	45,033	45,033	45,033	45,033	45,033	45,033
620		173,100	14,425	14,425	14,425	14,425	14,425	14,425	14,425	14,425	14,425	14,425	14,425	14,425
625		112,200	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333
630		356,500	29,708	29,708	29,708	29,708	29,708	29,708	29,708	29,708	29,708	29,708	29,708	29,708

8.3 Quarterly Projections of Service Delivery Targets and Indicators for Each Vote

8.3.1 Department of the Municipal Manager (including Executive and Council)

Thematic Area: Governance

Corporate Objective: Promoting Institutional Development and Transformation

Measurable Objective	MTAS Focal Area	Baseline	Key Performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
To provide Municipal Planning	Governance	2010/2011 Process Plan	Council Approved Processes plan for 2011/2012	Operational	Process Plan by Aug 2010	Preparation and approval of the Plan				Copy of the Process Plan	Council Resolution
		2010/2011 Draft IDP	Council approved reviewed IDP - 2011/2012	R350,000	May 2011	Needs Analysis Report	Preliminary Draft	Draft IDP	Final IDP	Copy of the Reviewed IDP	Council Resolution
		1 CBP conducted for Ward 18 in 2008	Council approved CBP Plans	R400,000	5 x CBP plans approved by march 2011	Consultations and Analysis	Draft Reports	Final Reports		Copy of the CBP Plan	Council Resolution
		Poor management of IDP	Credible and affordable IDP	Operational	A credible, implementable and affordable IDP		Preliminary Draft	Draft IDP	Final IDP	Improved performance rating	MEC assessment report
	IDP adopted by the council	The current IDP has been adopted,	24 IDP public consultations	Operational	IDP reviewed, adopted and submitted to the council by May 2010					Records of meetings held and Public Participation Report	Council Resolution
	IGR Participation on IDP	IDP Representative Forum existing	IDP Representative Forum Strengthened	Operational	IDP Representative Forum Reconstituted by July 2010	Advert for stakeholder invitation to serve /participate in the Representative Forum				Copy of the advert	Registration Records

Communication

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicators	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
To Promote and facilitate communication and good governance		Draft Communication Strategy	Council Communication strategy approved	150,000	By Dec 2010	Procurement and PSP appointment	Draft report by Sept			Copy of the strategy	Council Resolution
						Consultations	Final report by Dec and Council approval				

Special Projects

Measurable Objective	MTAS Focal Area	Baseline	Key Performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
To develop Human Capacity	Governance	WSP Report	Workshops for Councillors	R 400 000	4 Workshops	Workshop on leadership	Workshop on Public Participation & Democracy	Workshop on Equity & Equality	Workshops on Municipal laws	Reports on the workshops & roll calls	Reports signed off by the Mayor
		New	Councillors' political Schools		2 Political Schools		The role of the ruling party in council	The role of opposition parties		Reports and roll calls	Reports signed off by the Mayor
		New	Research on How can Municipality Access Land for Service Delivery - Tribal Area Dilemmas		1 Research completed by May 2011	Concept development and submission for council approval	Research process starts	Research continues	Research ends in May 2011	Report	Council Resolution
		New	Establishment of study groups		Establishment of 3 Municipal Priority Study groups	Concept development and submission for approval	Establishment of Good Governance & Public Participation study group	Establishment of Municipal Transformation Study group	Establishment of Finance & Economic Study Group	Reports and programmes of actions	Reports signed off by the Mayor

Corporate Objective: Promoting and Ensuring Community Development, Safety, Poverty Eradication and Women and Youth Development

Measurable Objective	MTAS Focal Area	Baseline	Key Performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
To develop and empower local communities	Governance	Established in 2005/2006	Youth desks re-launched	R 500 000	24 Youth Desks	Wards 1 to 6 by 30 Sep	Wards 7 to 12 by 31 Dec	13 to 18 by Mar	19 to 24 by 30 Jun	Report on 24 Launched Ward Based Youth Desks	Council Resolution
		New	24 Youths equipped with valid licences		24 Youth to get driver's licences	Identification & registration process of participants	Learners' Driver Classes & tests	Driving lessons for participants & bookings	Driving tests for 24	Report on 24 participants	Council Resolution
		New	Municipal Youth IDP Imbizo held		2 Municipal youth IDP Imbizo		Municipal Youth IDP Imbizo		Municipal Youth IDP Imbizo	Report on Youth IDP Imbizo	Council Resolution
		Held in 2007	Youth Development Summit held		1 Youth Development Summit	Concept Development & submission	Appointment of service providers (facilitator & venue)	Identification of participants	Youth Development Summit held	Report on Youth Development Policy and Council resolution	Council Resolution
		New	Youth Month Commemorations		Local event held in June 2011				Youth Day Commemorations	Report on Youth Day Commemorations	Council Resolution

Measurable Objective	MTAS Focal Area	Baseline	Key Performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
To develop and empower local communities	Governance	Women and Gender Summit held in 2008	Women's Dialogue launched	200,000	By May 2011	Concept Development & Submission for council resolution	Appointment of service providers	Identification of participants	Launch of the Municipal Women's Dialogue	Report on the launch of women's dialogue	Council resolution
		New	Ward based Gender Forums established		24 Ward Based Gender Forums by May 2011	Launch of Wards 1 - 6	Launch of Wards 7 - 12	Launch of Wards 13 - 18	Launch of Wards 19 - 24	Report and council resolution on the launched Ward based Gender forums	Council Resolution

Thematic Area: Public Participation

Corporate Objective: Promoting Participatory Democracy and Good Governance

Measurable Objective	MTAS Focal Area	Baseline	Key performance indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
Promote stakeholder participation and consultation	To enhance and Promote Community Participation	No community outreach meetings	Community outreach meetings held(imbizo)	300,000,00	4 community outreach meetings	September	November	March	June	Attendance register and report adopted by council	Consolidated reports noted by Council
		24 ward base community outreach meetings	Ward base community outreach meetings held (imbizo)	73 611,00	4 community outreach meetings for each 24 ward	August (24 Meetings)	October (24 Ward meetings)	February (24 ward meetings)	May (24 ward meetings)	Records and Attendance register	Consolidated reports noted by Council
		Draft Community participation policy	Reviewed and approved community participation policy	R120 000.00	Approved policy by Sept 2010	September Adopted by council	Policy Orientation to stakeholders			Copy of the adopted policy and Attendance register	Council resolution
		4 ordinary council meetings	Council meeting held	129 094,00	4 Council meeting held	September	December	March	June	Attendance Register, Council Minutes and copy of advertisement	Council resolution
Promote and enhance effective participation and support to ward committees	To Promote and Support ward Committees	240 ward committee members	Administating ward offices Ward mass meetings held,	2 880 000.00 (wc stipend)	4 ward mass meetings	3 mass meetings	3mass meetings	3 mass meetings	3mass meetings	Minutes, Attendance Register and reports to council	
		Customer queries register maintained	Number of Queries registered and attended		100% each period	100%	100%	100%	100%	Reported number of queries and responses	Consolidated report of queries
Promote and enhance effective participation and support to ward committees	To Promote and Support ward Committees	Draft Ward committee policy	Reviewed and approved ward committees policy	100 000 00	Policy reviewed and adopted by Sept 2010	July - Policy Reviewed September - Adopted by council	October - Policy Orientation Of stake holders			Copy of the policy Records of orientation	Council resolution

Measurable Objective	MTAS Focal Area	Baseline	Key performance indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
		Four Councillors forum meetings per annual	24 Ward committee sectaries and 24 ward Councillors and officials in the office of speaker attending forum meeting	20 000.00		Four Councillors forum meetings held per annual	3 forum meetings	3 forum meetings	3 forum meetings	Minutes, Attendance Register and reports to council	Four Councillors forum meetings per annual
		Purchasing of track suits for ward committees	300 track suits for ward Committee members purchased	127 318 00	Track suits purchased by August 2010	300 track suits for ward committees				Records and Acknowledgement register	Signed off by Municipal Manager

8.3.2 Directorate: Technical Services

Thematic Area: Basic Services Delivery

Corporate Objective: Ensuring Access and Providing Quality Basic Services and Infrastructure

Measurable Objective	MTAS Focal Area	Baseline	Key performance indicators	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
To Provide Basic Services - Water	How many h/h are below RDP level?	21 257 h/h (municipal source)	Feasibility study completed	2,000,000	Completed by Dec 2010		Study Completed			Feasibility Report	Council Resolution
	Mathibestad Water Reticulation	Project in construction stage	41,6 km pipeline 110hh yard connections	R8,600,000	Project completed by Dec 2010		Project completed			Completion Reports	Signed off by Municipal Manager
	Makapanstad Water Reticulation	Project in construction stage	40 km pipeline 1600h/h yard connections	R12,000,000	Project completed by Dec 2010		Project completed			Completion Reports	Signed off by Municipal Manager
	How many h/h are at RDP level	7926 h/h	Number of community stand pipes installed		7926 h/h		Project completed			Completion Reports	Signed off by Municipal Manager
	Water conservation and demand management	Unaccounted water	Attain the baseline information (zonal and bulk meters)	R900,000	Verified Records on accounted water by Dec 2010	Baseline information collected				Copy of the baseline reports	Signed off by Municipal Manager
			Prioritise six areas with the largest water loss				Prioritisation Completed			Water report	Signed off by Municipal Manager
			Conduct leakage detection & repair				Leakages identified and repaired			Maintenance Reports	Signed off by Municipal Manager
			Educate community on water conservation				Water Conservation Workshop Conducted			Workshop Reports	Signed off by Municipal Manager

Measurable Objective	MTAS Focal Area	Baseline	Key performance indicators	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
	Water service By-Laws	Water and sanitation by-laws adopted by council	By-Laws promulgated	R60,000	By-Laws to be promulgated by Dec 2010		Promulgation Completed			Notice of Promulgation	Signed off by the Municipal Manager
To Provide Basic Services Water	Review partnership with City of Tshwane	Draft SLA developed	Signed SLA	Operational	SLA implemented by Dec 2010		New SLA Signed			Copy of the signed SLA	Signed off by the Municipal manager
	Implementation of the Corporate social Investment from Magalies Water	CSI implementation plan submitted to Council	Carousel View Yard Connection completed	R500,000	900 Connections by Dec 2010		Project Completed			Completion Reports	Signed off by the Municipal Manager
To provide Basic Service Sanitation	Households below basic level sanitation	29225	4652 VIP's Constructed	R39,400,000	24573 VIP's Constructed by Dec 2010		Project completed			Completion Report	Signed off by the Municipal Manager
To provide Basic Services Refuse Removal & Waste Disposal	Refuse removal & solid Waste disposal	Refuse removal and solid waste disposal	No refuse removal services offered	Waste Management officer appointed Waste management co-operative support plan developed		Refuse removal from households re-instated		Waste Officer Appointed		Records of appointment	Signed off by the Municipal Manager
								Project Reinstated		Project reinstatement report	

Measurable Objective	MTAS Focal Area	Baseline	Key performance indicators	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
	i) How many h/h have access to refuse removal?	Nil	% of households with access to refuse removals		Household collections from all residents of the municipality by Dec 2010		Project implemented			Monthly Reports	Signed off by Municipal Manager
	ii) How many landfill sites are existing?	None, only two unpermitted sites	Land allocated for a sanitary landfill site		Identification and allocation of land for a landfill site by Dec 2010		Land fill sites allocated			Records of allocation	Signed off by Municipal Manager
To provide Basic Services Roads and Storm Water	Development of business plans for roads and stormwater management	Stormwater master plan developed	Approved MIG allocation for stormwater	R8,000,000	Developed business plans for accessing funds for stormwater MGT Dec 2010		Business Plans developed and implemented			Copies of approved business plans Implementation reports	Signed off by the Municipal Manager
To Provide basic Services- FBS	Indigent policy	Developed in 2006. Not reviewed	Reviewed and adopted Indigent policy	Operational	Reviewed Indigent policy By end June 2010		Council approved indigent policy			Copy of the Policy and council Resolution	Signed off by the Municipal Manager
	Indigent register	In place, not updated	Updated and adopted indigent register	Operational	Indigent register by end June 2010		Indigent Register finalised			Council Resolution on the Register	Signed off by the Municipal Manager
To provide basic Services - Operational and Maintenance	Operating and maintenance of boreholes, communal stand pipes, storage facilities and water meters	Magalies Water is operating and maintaining all services	Signed SLA and operations and maintenance plan	Operational	Implementation of agreement (SLA) by Dec 2010		SLA reviewed and signed			Copy of the signed SLA	Signed off by the Municipal Manager
	Vehicles for O & M	Fleet centralised Only four bakkies for entire municipality	No of vehicles allocated to technical department		2 vehicles allocated to Technical Department		Vehicle allocation completed and confirmed			Allocation Reports	Signed off by the Municipal Manager

Measurable Objective	MTAS Focal Area	Baseline	Key performance indicators	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
	Leak detection and conservation	Partial leakage detection	Six villages covered		Leakage detection to be done in six (6) villages		Leak detection completed			Leak detection report	Signed by the Municipal Manager
	Maintenance of sewer network Dispute regarding ownership of infrastructure	Sewer plant not fully operational Sewer plant not registered with DWA Sewer network and treatment plant (Swartdam) is maintain on an ad hoc basis by Bojanala DM	Effective operation of WWTP and network		Sewer plant be fully operational and licensed before being handed over to MLM		Sewer plant handed over to MLM			Handing over Certificate /SLA	Signed by the Municipal Manager
	(i) Grass cutting and maintenance of parks	Park is no longer maintained as equip is un-serviced	Tladistadt park well maintained		Tladistadt park to be well maintained		Maintenance conducted			Maintenance report	Signed by the Municipal Manager

Measurable Objective	MTAS Focal Area	Baseline	Key performance indicators	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
	Capacitating the Technical Department	High vacancy rate on approved structure	Technicians in all 7 units filled *Water *Sanitation *Roads *electricity *housing *fleet * plant supervision		Prioritise technical skilled employees All technical positions filled by Dec 2010 Current contracts to be reviewed	Post Prioritisation	Posts filled Contract Reviewed			Progress report	Signed of the Municipal Manager
	Increase job opportunities through EPWP	735 jobs opportunities created (2008-09)	811 job opportunities created		1546 jobs opportunities created (End 2010-11)	Projects empowerment t Records Created	Projects empowerment Records Created	Projects empowerm ent Records Created	Projects empowerment t Records Created	Records of jobs created	

8.3.3 Directorate: Human Resource and corporate Services

Thematic Area: Governance

Corporate Objective: Promoting Institutional Development and Transformation

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
To promote and enhance organisational unity	Stability of Councils	Factionalism amongst councillors	Appointment of mediator to facilitate team building	Operational	Team building session by Sept 2010	Team building held				Team building report	Signed of f by the Municipal Manager
		Dysfunctional council and portfolio committees	At least 1 Committee meeting in a month	Operational	Portfolios Itinerary developed and approved by July 2010	3 Portfolio meetings per quarter	3 Portfolio meetings per quarter	3 Portfolio meetings per quarter	3 Portfolio meetings per quarter	Records and Agenda	Signed of f by the Municipal Manager
		Lack of adherence to council meeting schedule	1 council meeting per quarter	Operational	1 ordinary council meeting per quarter	1 meeting Per quarter	1 meeting per quarter	1 meeting per quarter	1 meeting per quarter	Records and Agenda	Signed of f by the Municipal Manager
		Standing rules and orders not observed	Councillors retrained	Operational	Full implementation of standing rules by July 2010	Workshop on standby rules				Workshop records	Signed of f by the Municipal Manager
To promote and enhance good governance	Fighting corruption	Numerous allegation of corruption and maladministration made	Alleged cases of corruption prosecuted		Allegation to have been reported to the police by Sept 2010	Alleged cases of corruption opened with police				Case numbers	Signed of f by the Municipal Manager
		Some by-laws not compliant with current legislation (poor by-law development)	Compliant by-laws promulgated		Compliant by-laws adopted by the council by Dec 2010	Review of By-Laws	Adoption and Promulgation			Council Resolution & Promulgation	Signed of f by the Municipal Manager
	Delegation	An outdated	Reviewed and		Reviewed policy	Review and	Workshop	Implement	Implementation	Copy of	Signed of f by

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
	of functions between political and administration	delegation policy	adopted Delegation Policy		adopted by council and implemented by Sept 2010	Adoption	implementation	ation		delegations	the Municipal Manager
To develop human capital	Training of Councillors	Poor coordination of training projects and not cooperating on skills audit	Training programme for councillors approved linked to WSP		Training programme by July 2010	Training programmes attended	Training programmes attended	Training programmes attended	Training programmes attended	Training reports	Signed off by Municipal manager
To promote good governance and accountability	Oversight report for the 2008/2009	Report not submitted	Oversight Report submitted		2008/2009 Oversight report submitted by July 2010	Report Submitted to relevant authorities				Proof of submission	Signed of f by the Municipal Manager
To develop human capacity	Recruitment and selection policies and procedure developed	Allegations of nepotism Interference in the recruitment process by the councillors	Reviewed selection and recruitment policy adopted		Clear and precise Recruitment policies adopted and implemented by Sept 2010	Policy developed	Implementation	Implementation	Implementation	Copy of the policy	Signed of f by the Municipal Manager
	Policy on suspension of employee developed	3 staff members suspended to date and no disciplinary enquiries held.	Report on Disciplinary findings		Disciplinary hearing of 3 staff members finalized by Sept 2010	Hearings held and completed				Records of Hearings	Signed of f by the Municipal Manager
	Skills development plan for employees	<ul style="list-style-type: none"> Approved WSP for 2010/11 WSP not implemented due to financial constraints 	An approved WSP		<p>WSP incorporating PDP's and submitted by the end of June.</p> <p>Training proposal to be compiled and submitted to LGSETA for discretionary funding by end of June.</p>	<p>WSP Developed</p> <p>Training Proposal Completed and Submitted</p>				<p>Copy of WSP</p> <p>Copy of the Training Proposal</p>	Signed of f by the Municipal Manager

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
	Skills audit conducted for all employees	Skills audit report			Skills audit report be presented to the council by the end of July 2010	Implementation of the Skills Audit				Implementation of reports	Signed off by the Municipal Manager
	Employment Equity	An outdated Employment Equity Plan	Reviewed Equity Plan		Employment equity plan by July 2010	Equity Plan finalised				Copy of the Equity Plan	Signed off by the Municipal Manager
		No policy regulating suspensions. Selective disciplinary process	Disciplinary code of conduct and procedures approved		Disciplinary Codes and Procedure by July 2010	Approved Code and Procedure				Copy of the Code and Procedure doc	Signed off by the Municipal Manager
To promote and enhance higher performance culture	Vacancies (Top 6- MM, CFO, Planner, Engineer)	<ul style="list-style-type: none"> 5 section 57 positions are filled 1 vacancy of HR manager 	Appointment of HR Director		The appointment of director HR by July 2010	Director appointed				Appointment Records	Signed off by the Municipal Manager
	Vacancies on other levels	14 vacancies	Appointment of lower staff		All positions to be filled by July 2010	Appointments effected				Appointment Records	Signed off by the Municipal Manager
	Top 6 appointed with signed Performance Agreements	All top 5 appointed with signed performance agreements	Signed performance agreements		All senior managers to sign the performance contract by July 2010	Performance Contracts signed				Copies of signed contracts	Signed off by the Municipal Manager
	SDBIP adopted by the council	The current SDBIP has been adopted	Adopted SDBIP for 2010/11		SDBIP finalized, adopted and submitted to the council by June 2010	SDBIP finalised				Copy of signed SDBIP	Signed off by the Municipal Manager

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
	Organisational Performance Management System	PMS Framework adopted by the council, but it is not functional	An adopted PMS Framework and policy		Effective PMS in place by Sept 2010	PMS implementation plan	Policy Reviewed	Implementation	Implementation	Implementation records	Signed off by the Municipal Manager
		Have an adopted PMS policy in place			Performance system cascaded to lower levels						
To promote and enhance good governance	Section 46 report for 2008/2009 adopted by council	Not yet adopted	An adopted section 46 and 121 reports		Finalized and adopted section 46 report by August 2010	Section 46 completed and adopted	consultations			Copy of the report Records of consultation	Signed off by the Municipal Manager
		Late submission of section 121 and 46 report									
		Auditor General's queries not addressed adequately	Remedial action plan		A G action plan adopted by August 21010	Action plan developed and implemented	Reports	Reports	Reports	Copy of reports and Council Resolutions	Signed off by the Municipal Manager
	Mid year assessment report for 2010/11 adopted by council	2009/2010 not done	An approved and audited mid year report.		An audited mid year report by 25 th January 2011			Mid Year report presented to Council		Copy of the Report	Signed off by the Municipal Manager
	Performance Audit committee(PAC) established	<ul style="list-style-type: none"> PAC not established but the council resolved to use the district shared audit services for the remaining period of 09/10 	SLA signed		Execution of the two council resolution by July 2010	SLA signed				Copy of SLA	Signed off by the Municipal Manager
			Approved Audit Charter		Audit charter approved by Sept 2010	Audit Charter approved and implemented				Council resolution	Signed off by the Municipal Manager

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
		<ul style="list-style-type: none"> To establish own PAC in 10/11 	PAC established		PAC established by Aug 2010	PAC established				Records of establishment	Signed off by the Municipal Manager
To achieve positive employee climate	LLF established (equity)	<ul style="list-style-type: none"> Functional LLF The function of the LLF is not well received by the section 57 managers. 	Workshop held		Common understanding of the LLF function by July 2010	Workshop held				Report of the workshop	Signed off by the Municipal Manager

Information Technology

Measurable Objective	Baseline	Key performance Indicator	Targets					Evidence	Means of Verification
			Annual	Q 1	Q 2	Q 3	Q 4		
To promote IT efficiency	New	300 licence including OS/MSO-ffice2007 purchased and training provided	September 2010	Licenses purchased and training provided				annual reservation MS and training portfolio	Signed off by Municipal Manager
	20% Project in progress	Record management system developed and implemented	Completed by December 2010		Project completed and fully installed			Completed reports	Signed off by Municipal Manager
	Approved policy not assisting telephone control	Reviewed Telephone management policy	By September 2010	Final Telephone Management Policy	Implementation	Implementation	Implementation	Council Resolution	Signed off by Municipal Manager
	New	Network Shared Service Policy Developed	By March 2011		Draft Policy	Final approved Policy		Copy of the policy Council Resolution	Signed off by Municipal Manager
	Approved policy not assisting	Email Reviewed Policy	By March 2011		Draft Policy	Final Policy		draft council approved policy	Signed off by Municipal Manager

8.3.4 Directorate: Finance

Corporate Objective: Promoting and Ensuring Financial Viability and Management

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
To increase revenue base	Indigent register updated	The available indigent register is not credible.	Functional Indigent register developed		Credible Indigent register developed and finalised by Dec 2010		Indigent Register finalised			Council Resolution	Signed off by Municipal Manager
	Revenue enhancement programme developed	Data cleansing process on	% Improvement in revenue collection % Increase in tax base		10% improvement measures implemented by July 2010	Programme launched	10% improvement	10% improvement	10% improvement	Records of revenue collected	Signed off by Municipal Manager
		Billing system dysfunctional	Functional and credible Billing system Operated		Bills timeously printed and delivered with quarterly reports	Reports	Reports	Reports	Reports	Consolidated billing report	Signed off by Municipal Manager
		Challenge with the Collection of government and business debts	%Decreased debtors		40% by June 2011	10%	20%	30%	40%	Payments and Debtors Reconciliation Reports	Signed off by Municipal Manager
		Lack of proper Credit control and debt collection measures	Bylaws and policies adopted and implemented		By-Laws and Policies adopted by Sep 2010	Credit policies reviewed and implemented	By-Laws Promulgated	Implementation	Implementation	Council resolution and Promulgation notices	Signed off by Municipal Manager
		Need to Review/Develop revenue policies	Policies reviewed adopted and implemented		By Sep 2010	Reviewed Policies developed	Implementation	Implementation	Implementation	Copy of the policy & council Resolution	Signed off by Municipal Manager
To ensure		Lack of	Separate		Conditional grants	Accounts				Records of	Signed off by

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
prudent financial management		Control over conditional grants	account opened for each conditional grant by 30 July 2010		accounts opened by July 2010	opened and operated				conditional grants accounts	Municipal Manager
	Expenditure Management	Lack of proper operating budget Controls	Internal Controls developed and implemented		Proper controls developed and implemented by Sept 2010	Proper controls defined and implemented				Documented internal controls	Signed off by Municipal Manager
	Establishment of Budget and Treasury Office	82% understaffed	Key positions filled		All key BTO positions to be filled by Sept 2010	Key vacancies defined and filled				Appointment letters	Signed off by Municipal Manager
	Clean Audit Plan	History of disclaimers	Developed and implemented audit plan		Audit plan developed by July 2010	Audit Plan developed and Implemented				Audit Plan	Signed off by Municipal Manager
			Improved audit opinion		Quarterly audit reports for 2010/2011 (improvement from Disclaimer)	Quarterly Reports	Quarterly Reports	Quarterly Reports	Quarterly Reports	Copies of the Reports	Signed off by Municipal Manager
			Developed FAR that is GRAP compliant		By Sept 2010	FAR developed and approved by Council				FAR Report	Signed off by Municipal Manager
			Audit plan included in SDBIP and SEC 57 APP		2010/2011 Performance Agreement	Crafted into PA for 2010/2011				Performance agreement	Signed off by Municipal Manager

8.3.5 Directorate: Community Development Services

Corporate Objective: Promoting and Ensuring Community Development, Safety, Poverty Eradication and Women and Youth Development

Environmental Health Services

Measurable Objective	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
				Annual	Q 1	Q 2	Q 3	Q 4		
To Promote environmental health and awareness	New	Environmental clubs established	50.000	4 clubs by Dec 2010		Establishment completed			Establishment Records	Signed off by Municipal Manager
		Awareness campaigns conducted		4 campaigns by May 2011	1 Campaign	1 Campaign	1 Campaign	1 Campaign	Records	Signed off by Municipal Manager
		Schools supplied with refuse bags		10 Schools identified for participation by Sept 2010	Identification	Implementation	Implementation	Implementation	Signed acknowledgement of receipts Implementation reports	Signed off by Municipal Manager
	Linked to national calendar	High level awareness programmes through National Activities	70.000	4 National awareness linked programmes	Arbor Week	World food day	Water Week	Environmental week	Awareness records	Signed off by Municipal Manager

Social Services

Measurable Objective	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
				Annual	Q 1	Q 2	Q 3	Q 4		
Fighting poverty and under development	2008/2009 Distribution	No of vulnerable families supported	200.000	300 households	50	150	225	300	Acknowledgement of receipt by beneficiaries	Signed off by Municipal manager
Promoting safe and healthy living	New	No of HIV&AIDS awareness campaign	20.000	2 campaigns held		External wellness workshop Dec 2010	Internal wellness workshop Feb 2011		Records of campaigns	Signed off by Municipal manager
	New	No of Awareness campaigns conducted	50 000	2		Youth in Schools programme held	Youth in communities programme held		Records of campaigns	Signed off by Municipal manager
Promoting community development and empowerment	New	Older Persons Service Club established	15 000	By Aug 2010	Club Established				Establishment records	Signed off by Municipal manager
		Local disability forum re-launched	20 000	By Sept 2010	Forum re-launched				Records	Signed off by Municipal manager
	New	Integrated ECD strategy developed	50 000	ECD strategy developed by Dec 2010	Draft strategy	Final Strategy			Copy of the Strategy Council resolution	Signed off by Municipal manager
Promoting stakeholder capacity development	New	Training of NGO, NPO and FBO's	60 000	2 workshop for ECD practitioners		1 workshop	1 Workshop		Training records	Signed off by Municipal manager

Disaster Management

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
Promote safe and healthy environment	Disaster Management	Zero	Development of Disaster Management plan	BPDM	Approved plan by March 2011		Draft Plan	Final Plan		Copy of the Plan Council Resolution	Signed off by Municipal Manager
			Number of Disaster Risk Management campaigns	MLM / BPMD	2 awareness campaigns held by April 2011	1 Veld fire awareness			1 Domestic fire awareness		Signed off by Municipal Manager
		20 in 2009/2010	Recruitment of Disaster volunteers	MLM	40 volunteers by May 2011	10	10	10	10	Volunteer records	Signed off by Municipal Manager
		New	Training of Disaster Volunteers	BPDM	2 training programmes conducted		1 training First Aid III		1 training Basic fire	Training records	Signed off by Municipal Manager
		New	Development of detailed risk register for 12 wards		12 Risk register developed by April 2011	Consultation with NDMC	Development of working template	implementation	Approved risk register for 12 wards	Copies of Risk registers	Signed off by Municipal Manager
		10%	Establishment of Fire Protection Association	DAFF	Registered Association	Consultation with stakeholders				Initiation meeting with DAFF	Signed off by Municipal Manager
		Zero	Establishment of Disaster Management Committee / forum	BPDM MLM	Established by Sept 2010	Establishment completed				Establishment records	Signed off by Municipal Manager

Sports, Arts, Culture and library Services

Measurable Objective	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
				Annual	Q 1	Q 2	Q 3	Q 4		
Promote Sports, Arts and Culture	2 sports complex	Number of Sports Complex upgraded	R248 000	1 facility by Dec 2010		Upgrading completed			Upgrading records	Signed off by Municipal Manager
	New	Dormant sporting codes activated	R80 000	4 sporting codes identified	1	1	1	1	Records of new codes activated	Signed off by Municipal Manager
	1 Makapanstad	2010 public view points supported	R51 766.00	By July 2010	100%				Functional PVA	Signed off by Municipal Manager
	New	Sports, Arts and Culture workshop conducted	Operational	4	1	1	1	1	Certificates of attendance	Signed off by Municipal Manager
	1 Maubane	Opening of Maubane Arts and Culture Centre	R90 000	June 2011				Centre opened and operational	Opening Report	Signed off by Municipal Manager
	New	Disability Sport Summer Games held	5,000	Feb 2011			Disability games		Reports	Signed off by Municipal Manager
	New	Gymnastrada Selections held	5,000	March 2011			Gymnastrada selections held		Reports	Signed off by Municipal Manager
	1 Held at Makapanstad and Carousel Hotel	Mayoral Tournament held	15,000	Feb 2011			Mayoral tournament held		Reports	Signed off by Municipal Manager
	New	School Athletics supported		Primary and Secondary Athletics supported by Feb 2011			Support and Participation		Reports	Signed off by Municipal Manager
	New	Athletics Coaching Course conducted	5,000	Feb 2011			100%		Reports	Signed off by Municipal Manager
	1 Held in Moretele Office Park	Zindali Zombili Indigenous Music and Dance Festival held	7,000	May 2011				Festival held	Reports	Signed off by Municipal Manager
	1	Calabash festival	7,800	Sep 2010	Festival held				Reports	Signed off by Municipal Manager

Measurable Objective	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
				Annual	Q 1	Q 2	Q 3	Q 4		
Provide Municipal Parks and Recreation	2010/2011 Maintenance Reports	Tladistad Municipal Park Maintained	R200 000	Monthly Maintenance Reports	3	3	3	3	Reports	Signed off by Municipal Manager
Empower and Develop Communities	New	Number of Library Awareness Programmes held	R20 000	4	1	1	1	1	Quarterly Reports	Signed off by Municipal Manager
	New (National Conditional Grant)	Dertig Community Library constructed	4.500 000 00	Completed by March 2011			Project completed		Completion certificate	Signed off by Municipal Manager
	New (Provincial Conditional Grant)	Construction of Librarian's office, store room, computer room and carpools at Legkral Community Library	300 000	July 2010	Project completed				Completion certificate	Signed off by Municipal Manager
	New (Provincial Conditional Grant)	Erection of Palisade Fencing at Lebotloane Community Library	100 000	July 2010	Project completed				Completion certificate	Signed off by Municipal Manager
	New	Number of Mobile library road shows @trapped schools per 5 clusters conducted	Operational	5 Clusters	1	1	1	2	Quarterly Reports	Signed off by Municipal Manager
	New	Toy Library Fun Day held	Operational	Feb 2011			Fun day held		Report	Signed off by Municipal Manager
	New	Celebrations of South African Library Week held	R10 000	March 2011			Library Day celebrated		Report	Signed off by Municipal Manager
	New	World Book Day Celebrations held	R5 000	April 2011				Word book celebrated	Report	Signed off by Municipal Manager
	New	World Play Day Celebration: Toy Library held	Operational	May 2011				World Play day celebration s held	Report	Signed off by Municipal Manager
Develop and empower local communities	New	Women Focus Month Programmes held	Operational	Aug 2010	Women Focus Month Programme held				Report	Signed off by Municipal Manager
	New	International Literacy and Heritage Day Celebration held	R10 000	Sep 2010	International Literacy and Heritage Day Celebration held				Report	Signed off by Municipal Manager

Measurable Objective	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
				Annual	Q 1	Q 2	Q 3	Q 4		
	New	Liasa Annual Conference	Operational	Sep 2010	Liasa Annual Conference attended				Report	Signed off by Municipal Manager
	New	School Library Day held	Operational	October 2010		School Library Day held			Report	Signed off by Municipal Manager
	New	World Aids Day Awareness	Operational	Dec 2010		Awareness programmes held			Report	Signed off by Municipal Manager

Transport, Roads and Community Safety

Measurable Objective	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
				Annual	Q 1	Q 2	Q 3	Q 4		
To promote transport and community safety	New	Development and establishment of Municipal traffic and vehicle test centre	R201147	Feasibility Study report by Dec 2010		Study completed	Business Plan developed		Minutes, attendance register of stake holder participation and report	Signed off by the Municipal Manager
	2	Transport advocacy programs conducted	operational	2 advocacy programmes by April 2011		1 in Dec		1 in April	Reports / records	Signed off by the Municipal Manager
		Development and revitalisation of taxi ranks	Operational	Feasibility Study conducted by Sept 2010	Feasibility Study completed	Business Plan developed				Signed off by the Municipal Manager
Provide safe and healthy environment	4	Road safety awareness campaigns including scholar patrol functions	operational	4	1	1	1	1	Reports / Records	Signed off by the Municipal Manager
	6	Training of road safety ambassadors		48 (2 per ward)	24 trained by Sept		24 Trained by April		Reports / Records	Signed off by the Municipal Manager
	4	Moretele community safety forum re-launched	operational	By Sept 2010	Launching	1 quarterly safety campaigns	1 quarterly safety campaigns	1 quarterly safety campaigns	reports	Signed off by the Municipal Manager

8.3.6 Directorate: Local Economic Development and Planning

Corporate Objective: Promoting and Enhancing Local Economic Development, Job Creation and Growth

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
Facilitate Economic Development and Job Creation	Municipal contribution to job creation	Programme in place for local contractor development	Upgraded local contractors CIDB grades	Operational	90% of registered contractors upgraded	90%	90%	90%	90%	CIDB Records	Signed off by the Municipal Manager
		Participation of local suppliers in municipal procurement	% of local suppliers Supported	Operational	90% June 2011	90% of available opportunities achieved	90% of available opportunities achieved	90% of available opportunities achieved	90% of available opportunities achieved	Supply Chain records	Signed off by the Municipal Manager
		SMME & Agric. initiatives not supported sufficiently	No. of Agricultural initiatives supported	Operational	6 Agricultural initiatives by December 2010	3 high Agric level Initiatives	3 high level Agric Initiatives			Reports on Agric support provided	Signed off by the Municipal Manager
		No tourism sites & products	Tourism sites and products in place	R500.000	2 By December 2010		Tourism products developed			Reports	Signed off by the Municipal Manager
		735 Jobs create in 2008/09	Number of Jobs created		735 by June 2010	100	300	500	735	Records of employment created	Signed off by Municipal Manager
		No of economic markets	Economic markets developed		Development of 2 econ markets by June 2011	Feasibility and designs	Implementation	Implementation	Completed in June 2011	Project completion reports	Signed off by the Municipal Manager

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
	LED Strategy	Draft Adopted but not finalized	Approved LED Strategy	Operational	Final LED Strategy adopted by July 2010	LED strategy finalised	Implementation	Implementation	Implementation	Copy of LED Strategy and Council Resolution	Signed off by Municipal Manager
	LED Plans	Yearly plans i.t.o SDBIP in place	<ul style="list-style-type: none"> Financial support Capacity Sector departments cooperation. 		Undertake revision, alignment and participation	Quarterly participation Reports	Quarterly participation Reports	Quarterly participation Reports	Quarterly participation Reports	Quarterly reports	Signed off by Municipal Manager
		New	LED Templates developed		LED Plans be in place end of July 2010	LED Plans developed and implemented				Copy of templates	Signed off by Municipal Manager
	Development Agency	Development Agency exists but no impact on LED	Report on Agency and Council resolution		Status report end July 2010	MODA report tabled in Council				Council resolution	Signed off by Municipal Manager
To promote security of tenure	Land formalisation	Most of the areas are informal	Formalisation plan approved by Council		Formalisation plan approved by Dec 2010	Draft Plan	Final Plan			Copy of the plan	Council Resolution
					DLGTA to lead the process of site demarcation by March 2010	Consultation with DLGTA	Progress Reports	Progress Reports		Site demarcation Reports	Signed off by Municipal Manager
		Land Audit conducted	Audit report		Audit conducted by March 2011		Draft report	Final report		Audit Report	Signed off by Municipal Manager

Measurable Objective	MTAS Focal Area	Baseline	Key performance Indicator	Budget	Targets					Evidence	Means of Verification
					Annual	Q 1	Q 2	Q 3	Q 4		
	Land Use Management Scheme	No Scheme in place	Funding for Scheme Development secured		The scheme must be in place during the next IDP Cycle by 2011 /12 FY			Funding mobilisation/allocations by March 2011		Confirmation of funding	Signed off by Municipal Manager
To provide municipal planning	Capacity to perform planning function to be created	Updated SDF	Town Planner appointed		By Sep 2010	Town planner appointed				Appointments records	Signed off by Municipal Manager
	Environmental management Plan	No plan in place	Business Plan to develop Environmental Management Plan for the next 5 year IDP		The district & DBSA to assist the municipality in preparation of an Environmental Management Plan for the next 5 year IDP		Funding and Business plan prepared and submitted			Copy of business plan	Signed off by Municipal Manager
	Human Settlement Sector Plan	No plan in place	Housing Sector Plan developed		The department of Housing to assist municipality in adopting plan using the generic one by Dec 2010	Draft Plan	Final Plan			Council resolution	Signed off by Municipal Manager

9. Detailed Capital Budget Broken Down by Ward

Programme	Description	Ward	Funding		Status	Department
			Source	Estimate		
Sanitation	Makapanstad basic sanitation Phase 3	20,21,22 and 24	MIG	R16.5m	Approved	Technical Services
	Cyferskuil basic sanitation Phase 3	3	MIG	R10.6m	Approved	Technical Services
	Ngobi, Swartboom, Voyenteen, Jumbo basic sanitation	2	MIG	R7.1m	Approved	Technical Services
Water	Dikebu, Seutelong, Dikgophaneng, and Ga-Habedi water supply	5	MIG	R15.9m	Approved	Technical Services
	Ngobi to Selepe water supply	2	MIG	R5.9m	Approved	Technical Services
	Augmentation of Transactie well field		MIG	R4m	Approved	Technical Services
	Greater Maubane Water Supply	15	BPDM	R4.5m	Approved	Technical Services
	Ruigtesloot Pump Station and commissioning		MLM	R2.5m	Approved	Technical Services
Roads and stormwater	Upgrading of Moretele access roads	Municipal wide	MIG	R8m	Approved	Technical Services
	Plant (Machinery and Equipments)		MLM	R2.4m	Approved	Technical Services
Infrastructure: Housing	Preliminary planning for Municipal Building		MLM	R100,000	Approved	Technical Services

Programme	Description	Ward	Funding		Status	Department
			Source	Estimate		
Water	Upgrading of Mogogelo Water Reticulation	12	PIG	R2m	Approved	Technical Services
	Upgrading of Makapanstad water reticulation and yard connection phase 3	20,21,22 and 24	PIG	R4m	Approved	Technical Services
	Mathibestad yard connection Phase 4	17,18,19,20 and 24	PIG	R4m	Approved	Technical Services

Capital Budget - Cashflows

Capital Budget	Source of Funding	Budget													Total
		2010/2011	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Infrastructure: Water															
Dikebu to Sutelong, Dikgophaneng & Ga-Habedi water supply	MIG	15,900,000.00	1,192,500.00	1,351,500.00	1,431,000.00	1,272,000.00	1,192,500.00	874,500.00	1,431,000.00	1,351,500.00	1,510,500.00	1,431,000.00	1,351,500.00	1,510,500.00	15,900,000.00
Ngobi to Selepe Water supply	MIG	5,900,000.00	442,500.00	501,500.00	531,000.00	472,000.00	442,500.00	324,500.00	531,000.00	501,500.00	560,500.00	531,000.00	501,500.00	560,500.00	5,900,000.00
Augmentation of Transective Well fields	MIG	4,000,000.00	300,000.00	340,000.00	360,000.00	320,000.00	300,000.00	220,000.00	360,000.00	340,000.00	380,000.00	360,000.00	340,000.00	380,000.00	4,000,000.00
Upgrading of Mogogelo Water Reticulation (phase ii)	PIG	2,000,000.00	150,000.00	170,000.00	180,000.00	160,000.00	150,000.00	110,000.00	180,000.00	170,000.00	190,000.00	180,000.00	170,000.00	190,000.00	2,000,000.00
Upgrading of Makapanstad Water Reticulation & Yard Connections	PIG	4,000,000.00	300,000.00	340,000.00	360,000.00	320,000.00	300,000.00	220,000.00	360,000.00	340,000.00	380,000.00	360,000.00	340,000.00	380,000.00	4,000,000.00

Capital Budget	Source of Funding	Budget													Total
		2010/2011	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Mathibestad yard connection(Phase iv)	PIG	4,000,000.00	300,000.00	340,000.00	360,000.00	320,000.00	300,000.00	220,000.00	360,000.00	340,000.00	380,000.00	360,000.00	340,000.00	380,000.00	4,000,000.00
Feasibility-Implementatation Readiness Bulk Water	BIG	3,000,000.00	225,000.00	255,000.00	270,000.00	240,000.00	255,000.00	165,000.00	270,000.00	255,000.00	285,000.00	270,000.00	255,000.00	285,000.00	3,000,000.00
Ruigtesloot Pump Station & Commissioning of Phase 1	MLM	2,500,000.00	187,500.00	212,500.00	225,000.00	200,000.00	187,500.00	137,500.00	225,000.00	212,500.00	237,500.00	225,000.00	212,500.00	237,500.00	2,500,000.00
Greater Maubane water Supply	BPDM	4,500,000.00	337,500.00	285,500.00	405,000.00	360,000.00	337,500.00	247,500.00	405,000.00	382,500.00	427,500.00	405,000.00	382,500.00	427,500.00	4,500,000.00
Skirlik/Tshwe ne Water Reticulation & Communal Stand pipe	BPDM														
Feasibility-implementation Readiness Bulk Water	BIG														
Bulk Water supply from klipvoor	BIG														
Upgrading Mmakaunyane	MIG														

Capital Budget	Source of Funding	Budget													Total
		2010/2011	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Water Reticulation & Yard Connections															
Upgrading Mmakaunyane Water Reticulation & Yard Connections	PIG														
Infrastructure: Sanitation															
Ngobi, Jumbo, Voyenteen & Slaagboom Basic Sanitation I&II	MIG	7,100,000.00	532,500.00	603,500.00	639,000.00	568,000.00	532,500.00	390,500.00	639,000.00	603,500.00	674,500.00	639,000.00	603,500.00	674,500.00	7,100,000.00
Cyferskuil basic Sanitation I, II & III	MIG	10,600,000.00	795,000.00	901,000.00	954,000.00	848,000.00	795,000.00	583,000.00	954,000.00	901,000.00	1,007,000.00	954,000.00	901,000.00	1,007,000.00	10,600,000.00
Makapanstad Basic Sanitation I, II & III	MIG	16,500,000.00	1237,500.00	1,402,500.00	1,485,000.00	1,320,000.00	1,237,500.00	907,500.00	1,485,000.00	1,402,500.00	1,567,500.00	1,485,000.00	1,402,500.00	1,567,500.00	16,500,000.00
Infrastructure: Roads															
Upgrading of	MIG	8,000,00	600,000	680,000.	720,000.0	640,000.	600,000.	440,00	720,000.00	680,000.	760,000.	720,000.	680,0000.	760,000.	8,000,000.00

Capital Budget	Source of Funding	Budget													Total
		2010/2011	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Moretele Access Roads		0		00	0	00	00	0.00		00	00	00	00	00	
Infrastructure Buildings															
Preliminary Planning for Municipal building	MLM	100,000	7,500	8,500.00	9,000.00	8,000.00	7,500.00	5,500.00	9,000.00	8,500.00	9,500.00	9,000.00	8,500.00	9,500.00	100,000.00
Total		88,100,000.00	6,607,500.00	7,48,500.00	7,929,000.00	7,048,000.00	6,607,500.00	4845,500.00	7,929,000.00	7,488,500.00	8,369,500.00	7,929,000.00	7,488,500.00	8,369,500.00	88,100,000.00

Section F

10. Reporting on the Implementation of the SDBIP

10.1 Monthly

Section 71 of the MFMA stipulates that reporting on actual revenue targets and spending against the budget should occur on a monthly basis. This reporting must be conducted by the accounting officer of a municipality no later than 10 working days, after the end of each month. Reporting must include the following:

- i. actual revenue, per source,
- ii. actual borrowings,
- iii. actual expenditure, per vote,
- iv. actual capital expenditure, per vote,
- v. the amount of any allocations received

If necessary, explanation of the following must be included in the monthly reports:

- any material variances from the municipality's projected revenue by source, and from the municipality's expenditure projections per vote
- any material variances from the service delivery and budget implementation plan and

- any remedial or corrective steps taken or to be taken to ensure that the projected revenue and expenditure remain within the municipalities approved budget

10.2 Quarterly

Section 52 (d) of the MFMA compels the mayor to submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality within 30 days of the end of each quarter. The quarterly

performance projections captured in the SDBIP form the basis for the mayor's quarterly report.

10.3 Mid Year Reporting

Section 72 (1) (a) of the MFMA outlines the requirements for mid year reporting. The accounting officer is required by the 25th January of each year to assess the performance of the municipality during the first half of the year taking into account -

- (i) the monthly statements referred to in section 71 of the first half of the year

(ii) the municipalities service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the service delivery and budget implementation plan;

(iii) the past year's annual report, and progress on resolving problems identified in the annual report; and

(iv) the performance of every municipal entity under the sole or shared control of the municipality, taking into account reports in terms of section 88 from any such entities.

Based on the outcomes of the mid-year budget and performance assessment report, an adjustments budget may be tabled if actual revenue or expenditure amounts are materially

different from the projections contained in the budget or the SDBIP. The SDBIP is also a living document and may be modified based on the mid-year performance review. Thus the SDBIP remains a kind of contract that holds the Municipality accountable to the community.

10.4 Annual Reporting

Section 121 of the Municipal Finance Management Act stipulates that every municipality and every municipal entity must for each financial year prepare an annual report. The council of a municipality must within nine months after the end of a financial year deal with the annual report of municipal entity under the municipality's sole or shared control in accordance with section 129.

throughout the year by the municipality or municipal entity.

The purpose of an annual report is—

- ✚ to provide a record of the activities of the municipality or municipal entity during the financial year to which the report relates
- ✚ to provide a report on performance against the budget of the municipality or municipal entity for that financial year
- ✚ to promote accountability to the local community for the decisions made

Performance of the municipality that is informed by the SDBIP as approved will therefore serve to strengthen and guide the preparation and adoption of credible and authentic annual reports which will bolster the accountability of the municipality to its stakeholders as required above.

10.5 Performance Contracting

Section 53 (c)(iii) of the Municipal Finance Management Act (MFMA) requires the Mayor to ensure that the annual performance agreements as required in terms of section 57(1) of the Municipal Systems Act for the municipal manager and all section 57 managers -

- comply with the MFMA and section 57 of the Municipal Systems Act
- are linked to measurable performance objectives in the approved Integrated Development Plan (IDP) and the SDBIP; and
- are made public, together with the SDBIP;

The act further requires the Mayor to also ensure that copies of the Individual Performance Plans/Performance Agreements of all Section 57 Managers are submitted to Council and the MEC for local government in the province.

The performance objectives and targets included in this SDBIP will be used as a basis for 2010/2011 performance agreements for the Municipal Manager and all directors. The process can further be cascaded to direct reports to Directors per each directorate consistent with the Performance Management System of the Municipality.

Section G

11. Conclusion

The SDBIP becomes less effective if it is not taken as a plan aimed at ensuring that planned development programmes and activities are realised. Leadership, due diligence and compliance are necessary in the implementation of the SDBIP. The Municipality at all levels is compelled to appreciate the importance of this plan as a measure that will ensure that administration becomes accountable at all times and that Council maintains its oversight properly and effectively to ensure that 2010/2011 becomes a truly developmental year contributive to the realisation of the municipal goal to create a **Better Moretele** .